

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

August 16, 2016
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Bradley L. Cohen, Jason D. Huber, and Thomas J. Kent. Clerk Sana G. Booker was absent. Brooker E. Folkers presided.

1. APPROVAL OF MINUTES

a. August 9, 2016, Meeting

Mr. Cohen moved to accept the minutes of the August 9, 2016, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Bid Opening: 2016 CDBG Sidewalk Replacement Project – Engineering

Engineering Assistant Garrison stated that this a semi-annual project. However, there was not a CDBG Sidewalk Replacement Project done last year. This year they are targeting the New Chauncey area.

Corporation Counsel Burns opened the bids and read them aloud:

Company	Amount
Dixon Construction	\$235,950.00
Fairfield Contractors, Inc.	\$474,437.00
Edward and Jones Concrete, Inc.	\$254,560.00

Corporation Counsel Burns stated that all bids were delivered on time.

Mr. Huber moved that the 2016 CDBG Sidewalk Replacement Project bids be taken under advisement. Mr. Kent seconded the motion.

The motion was adopted.

b. Stormwater Variance Request: Blackbird Farms Apartments, Phase III – Civil Site Group, Inc. – Engineering

Public Works Director Buck explained that Civil Site Group, Inc. is requesting approval of a stormwater variance request for Blackbird Farms Apartments, Phase III. He stated that the Blackbird Farms Apartments, Phase III is in the process of obtaining the necessary approvals to construct a new building at the southwest corner of Lindberg Road and McCormick Road. The City has an emergency routing plan that is required as part the stormwater ordinance. Director Buck explained the details of the stormwater ordinance. He stated that they do support the approval of this variance.

Mr. Cohen moved that the stormwater variance request for Blackbird Farms Apartments, Phase III be approved. Mr. Kent seconded the motion.

Mr. Cohen asked if this is a normal practice, to which Director Buck responded yes.

Mr. Kent asked if the Federal Government sets all of the ADA guidelines for these projects, to which Director Buck responded yes.

The motion was adopted.

c. Acceptance: Maintenance Bond for Streets, Sanitary Sewers, Storm and Erosion – Winding Ridge Subdivision, Section Three – Engineering

Engineering Assistant Garrison explained this is for a section of road that will connect two dead end sections of Big Pine Drive, which are part of the existing Lauren Lakes Phase One and Phase Two. This extension is located in the Winding Ridge Subdivision, which is formerly Lauren Lakes Planned Development. Fairfield Contractors completed the work satisfactorily, and this three year Maintenance Bond is to accept the road under our control for any warranty defects.

Mr. Cohen asked if this was a brand new road, to which Mr. Garrison responded yes.

Mr. Kent moved that the maintenance bond for Winding Ridge Subdivision, Section III be approved. Mr. Huber seconded the motion.

The motion was adopted.

d. Bid Acceptance: 2017 Street Sweeper – Brown Equipment Company, Inc. – Street

Street Commissioner Payne stated that the Department opened bids for a new street sweeper on August 9, 2016. The sole bid was from Brown Equipment Company, Inc. for a base amount of \$199,000.00, with a \$15,000.00 trade-in, making the total bid amount \$184,000.00.

Mr. Cohen moved that the bid from Brown Equipment Company, Inc. for the 2017 Street Sweeper be approved. Mr. Kent seconded the motion.

Corporation Counsel Burns asked if this price was reasonable for a new street sweeper since there was only one bid, to which Street Commissioner Payne responded yes.

The motion was adopted.

e. Declare Item Surplus: 2006 Alliance V3000 Street Sweeper – Street

Street Commissioner Payne requested approval to declare a 2006 Alliance V3000 Street Sweeper as surplus. Mr. Payne stated that they will be using this street sweeper as a trade-in on the new one they are purchasing. He explained that with the sweeper being ten years old it is in the best interest to surplus it now while it still has some value.

Mr. Huber moved that the 2006 Alliance V3000 Street Sweeper declared as surplus be approved. Mr. Cohen seconded the motion.

The motion was adopted.

f. New Hire: Driver/Collector/Processor – Travis Walters – Street

Street Commissioner Payne requested approval to hire Travis Walters as a Driver/Collector/Processor with the Street Department. The bi-weekly salary for Mr. Walters will be \$1,317.52, effective August 29, 2016.

Mr. Cohen moved that the hire of Travis Walters be approved. Mr. Kent seconded the motion.

The motion was adopted.

g. Declare Items Surplus: Equipment – Finance

Controller Gray explained that these items were initially part of the Clerk-Treasurer Department. That Department was split into the Finance Department and the Clerk Department once the City became a Class 2 City. Mr. Gray stated that these items have no use, as they are either outdated or broken.

Mr. Cohen moved that the equipment declared as surplus be approved. Mr. Kent seconded the motion.

The motion was adopted.

h. Extend Summer Sewage Rate – Finance

Controller Gray requested approval to extend the summer sewage rate for one month when calculating wastewater usage.

Mr. Kent moved that the extension of the summer sewage rate be approved. Mr. Huber seconded the motion.

Mr. Cohen asked how often the rates changed, to which Controller Gray stated that the Summer Rate is the average of January, February, and March. Then during June, July, and August the actual usage is compared to the average usage to charge whichever is less.

Mr. Kent asked if residents could get an outside meter to hook onto their faucet, to which Controller Gray responded yes. He stated residents are able to pick one up from the WWTU plant on a first come first serve basis.

The motion was adopted.

i. Agreement: CDBG 2015 CAPER City Consultants & Research, LLC – Development Assistant Director of Development Dixon requested approval of an agreement with City Consultants and Research, LLC for the annual Consolidated Annual Performance and Evaluation Report (CAPER) for Community Development Block Grant (CDBG) funds. The total is \$1,840.00, which is the same as the 2014 report.

Mr. Huber moved that the agreement for the CDBG 2015 CAPER City Consultants & Research be approved. Mr. Kent seconded the motion.

The motion was adopted.

j. 2014 SRF Loan Disbursement Request No. 52: Sheraton and Fairway Knolls Lift Station – Wessler Engineering, Inc. – WWTU

WWTU Director Henderson requested approval of the 2014 SRF Loan Disbursement Request No. 52 to Wessler Engineering, Inc. in the amount of \$95.00. Director Henderson stated that this disbursement is for the inspector to look at punchlist items.

Mr. Cohen moved that the 2014 SRF Loan Disbursement Request No. 52 with Wessler Engineering, Inc. be approved. Mr. Huber seconded the motion.

The motion was adopted.

k. 2014 SRF Loan Disbursement Request No. 53: Sheraton and Fairway Knolls Lift Station – Bowen Engineering – WWTU

WWTU Director Henderson requested approval of the 2014 SRF Loan Disbursement Request No. 53 to Bowen Engineering in the amount of \$52,023.00. Director Henderson stated that this disbursement is part of Change Order No. 1 for the Northside Regional Lift Station.

Mr. Huber moved that the 2014 SRF Loan Disbursement Request No. 53 with Bowen Engineering be approved. Mr. Kent seconded the motion.

The motion was adopted.

l. Claims

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|---------------|--------------|
| i. AP Docket | \$312,103.36 |
| ii. AP Docket | \$150.00 |

Mr. Cohen moved that the claims be approved. Mr. Kent seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

m. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

iv. Purchasing Card Transactions

There were no questions or comments about the listing.

n. Other Items

► Engineering Assistant Garrison reminded everyone that the students have begun to move back onto campus. Some of the streets have already started to become more congested. Milestone Contractors will still need to install the median curb on River Road for the CSO Project. They were not able to install it last week due to the weather. Mr. Garrison stated that Russell Street was converted over to two-way traffic last week.

3. **ADJOURNMENT**

There being no further business to come before the Board, Mr. Cohen moved that the meeting be adjourned, and Ms. Folkers adjourned the meeting.